

DATE: FEBRUARY 14, 2005

TO: Municipal Clerk

FROM: Byron E. Johnson, C.P.M.  
Director of Purchasing - X4313

THRU: Rachel Johnson  
Clerk Typist II - X4162

Please place the following item on the **CONSENT** agenda for the Council Meeting of **FEBRUARY 22, 2005**:

Solicitation No. 2005-074 City Hall 9<sup>th</sup> Floor Renovation

Contractor: Jan-Car, Inc.  
Horizon City, Texas

Department: Building and Planning Services

Funds Available: PPWFA03009-31260001-60615-508027, \$24,586.40

FY03 Certificates of Obligation

PPWFA03009-31118111-27035-508027, \$49,421.98

1993 Certificates of Obligation

PPWFA03009-31134000-27101, 27102 & 27105-

508027, \$40,529.33

1997A Certificates of Obligation

PPWFA03009-31250102-27178- 508027, \$106,161.35

2000 Certificates of Obligation

PPWFA03009-31250102-27179-508027, \$15,929.94

2000 Certificates of Obligation

Items: Base Bid II14 \$236,629.00

Total Award: \$236,629.00

District(s): 8

The Departments of Engineering and Building and Planning Services recommend the award of this contract to Jan-Car, Inc., as this Offeror has provided the Best Value Proposal. It is requested that the Mayor of the City of El Paso be authorized to sign the referenced contract. Additionally, it is requested that the City Manager and Staff be authorized to execute budget transfers for this award and project, as necessary.

As part of the award of this contract, the City Engineer is authorized to approve contract changes which are necessary for proper construction of the work and carrying out the intent of the design, but which do not increase the scope of the contract as awarded, in an amount not to exceed \$25,000 per numbered change order, and not to exceed the total of 25% of the original contract price as awarded, without further authorization by City Council

The work is to take place inside the 9<sup>th</sup> floor of City Hall, located at Two Civic Center Plaza, El Paso, Texas. This project will provide for furnishing and complete installation of an automated file system for the City Attorney's office. Additionally, 2 renovated offices for City Attorney's Department, space for the City Manager's Department and the Deputy City Manager's offices will be renovated. The total area renovated, not inclusive of the filing system space, is 8,548 sq ft at a per sq. ft cost of \$20.64.

The work consists of interior demolition work including removal of carpet.

Work includes, but is not limited to sealants, doors and frames, hardware, glazing, partitions, finishes, vinyl composition tile, paint, ceilings, etc., window blinds, operable metal storage system, HVAC, plumbing, electrical power, lighting, and special systems. Contractor shall provide conduit for voice and data system. Contractor will not provide cabling for voice and data system.

Work includes, but is not limited to sealants, doors and frames, hardware, glazing, partitions, shelving, kitchen cabinets, finishes – paint and ceilings, HVAC, plumbing, electrical power and lighting. Contractor shall provide conduit for voice and data system. Contractor will not provide cabling for voice and data system. Contractor will not provide carpet and cove base.

The City Manager and staff will be relocating to the 9<sup>th</sup> floor. This will allow for the 10<sup>th</sup> floor to be reconfigured to create a reception area for everyone meeting with City Council members, additional conference room meeting spaces for City Council and staff and for a centralized switchboard function for City Council.

Contact Person: Byron Johnson, C.P.M., Director of Purchasing at 541-4313

\*\*\*\*\*  
**AGENDA FOR: FEBRUARY 22, 2005**  
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**CITY OF EL PASO, TEXAS**  
**DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)**

**DEPARTMENT:** Purchasing

**AGENDA DATE:** February 22, 2005

**CONTACT PERSON/PHONE:** Byron Johnson, Director of Purchasing, Ext. 4313

**DISTRICT(S) AFFECTED:** 8

**SUBJECT:**

Award Best Value Procurement for the construction of the City Hall 9<sup>th</sup> Floor Renovation (Solicitation No. 2005-072) to Jan-Car, Inc. in the amount of \$236,629.00 (Base Bid II), as per recommendations from the Departments of Engineering and Building and Planning Services. Jan-Car, Inc. has provided the best value proposal. It is requested that the Mayor be authorized to sign the referenced contract and be authorized to execute budget transfers for this award and project, as necessary.

**BACKGROUND / DISCUSSION:**

Bid Tabulation and Best Value Evaluation Sheet are included in agenda backup.

**PRIOR COUNCIL ACTION:**

N/A

**AMOUNT AND SOURCE OF FUNDING:**

This project is to be funded as follows:

PPWFA03009-31260001-60615-508027, \$24,586.40, FY03 Certificates of Obligation  
PPWFA03009-31118111-27035-508027, \$49,421.98, 1993 Certificates of Obligation  
PPWFA03009-31134000-27101, 27102 & 27105-508027, \$40,529.33, 1997A Certificates of Obligation  
PPWFA03009-31250102-27178- 508027, \$106,161.35, 2000 Certificates of Obligation  
PPWFA03009-31250102-27179-508027, \$15,929.94, 2000 Certificates of Obligation


Budget Transfers are pending approval at this time. Various issuances allow for "City Hall Rehabilitation". The budget transfer utilizes small fund balances in several older CO issuances in order to close out the fund balances.

**BOARD / COMMISSION ACTION:**

N/A

\*\*\*\*\* **REQUIRED AUTHORIZATION** \*\*\*\*\*

**LEGAL:** (if required) \_\_\_\_\_ **FINANCE:** (if required) \_\_\_\_\_

**OTHER:** 

(Example: if RCA is initiated by Purchasing, client department should sign also)

*Information copy to appropriate Deputy City Manager*

**APPROVED FOR AGENDA:**

**CITY MANAGER:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

DATE: February 14, 2005  
TO: Municipal Clerk  
FROM: Byron E. Johnson, C.P.M.  
Director of Purchasing - X4313  
THRU: Aurora Wells  
Interim Bid Clerk - X4038

Please place the following item on the **CONSENT** agenda for the Council Meeting of **FEBRUARY 22, 2005**:

Solicitation No. 2005-074  
Project Name: City Hall 9<sup>th</sup> Floor Renovation  
Contractor: Jan-Car, Inc.  
Horizon City, Texas  
Department: Building and Planning Services  
Funds Available: PPWFA03009-31260001-60615-508027, \$24,586.40  
FY03 Certificates of Obligation  
PPWFA03009-31118111-27035-508027, \$49,421.98  
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PPWFA03009-31250102-27178- 508027, \$106,161.35  
2000 Certificates of Obligation  
PPWFA03009-31250102-27179-508027, \$15,929.94  
2000 Certificates of Obligation  
  
Items: Base Bid II \$236,629.00  
  
Total Award: \$236,629.00  
District(s): 8

The Departments of Engineering and Building and Planning Services recommend the award of this contract to Jan-Car, Inc., as this Offeror has provided the Best Value Proposal. It is requested that the Mayor of the City of El Paso be authorized to sign the referenced contract. Additionally, it is requested that the Mayor be authorized to execute budget transfers for this award and project, as necessary.

As part of the award of this contract, the City Engineer is authorized to approve contract changes which are necessary for proper construction of the work and carrying out the intent of the design, but which do not increase the scope of the contract as awarded, in an amount not to exceed \$25,000 per numbered change order, and not to exceed the total of 25% of the original contract price as awarded, without further authorization by City Council

The work is to take place inside the 9<sup>th</sup> floor of City Hall, located at Two Civic Center Plaza, El Paso, Texas. This project will provide for furnishing and complete installation of an automated file system for the City Attorney's office. Additionally, 2 renovated offices for City Attorney's

Department, space for the City Manager's Department and the Deputy City Manager's offices will be renovated. The total area renovated, not inclusive of the filing system space, is 8,548 sq ft at a per sq. ft cost of \$20.64.

The work consists of interior demolition work including removal of carpet.

Work includes, but is not limited to sealants, doors and frames, hardware, glazing, partitions, finishes, vinyl composition tile, paint, ceilings, etc., window blinds, operable metal storage system, HVAC, plumbing, electrical power, lighting, and special systems. Contractor shall provide conduit for voice and data system. Contractor will not provide cabling for voice and data system.

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The City Manager and staff will be relocating to the 9<sup>th</sup> floor. This will allow for the 10<sup>th</sup> floor to be reconfigured to create a reception area for everyone meeting with City Council members, additional conference room meeting spaces for City Council and staff and for a centralized switchboard function for City Council.

Contact Person: Byron Johnson, Director of Purchasing – X4313

\*\*\*\*\*  
AGENDA FOR: FEBRUARY 22, 2005  
\*\*\*\*\*

**CONSTRUCTION PROJECT FORM – BEST VALUE PROCUREMENT**  
**Lump Sum**

**DATE:** February 14, 2005  
**PROJECT:** City Hall 9<sup>th</sup> Floor Renovation  
**SOLICITATION NO:** 2005-074

**Funds Available:** PPWFA03009-31260001-60615-508027, \$24,586.40  
FY03 Certificates of Obligation  
PPWFA03009-31118111-27035-508027, \$49,421.98  
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2000 Certificates of Obligation  
PPWFA03009-31250102-27179-508027, \$15,929.94  
2000 Certificates of Obligation

**DEPARTMENT:** Building and Planning Services  
**REPRESENTATIVE DISTRICT(S):** 8

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**AGENDA DATE:** February 22, 2005

**CONTRACTOR:** Jan-Car, Inc.  
**AMOUNT:** \$236,629.00

**RECOMMENDATION:**

The Departments of Engineering and Building and Planning Services recommend the award of this contract to Jan-Car, Inc., as this Offeror has provided the Best Value Proposal. It is requested that the Mayor of the City of El Paso be authorized to sign the referenced contract. Additionally, it is requested that the Mayor be authorized to execute budget transfers for this award and project, as necessary.

As part of the award of this contract, the City Engineer is authorized to approve contract changes which are necessary for proper construction of the work and carrying out the intent of the design, but which do not increase the scope of the contract as awarded, in an amount not to exceed \$25,000 per numbered change order, and not to exceed the total of 25% of the original contract price as awarded, without further authorization by City Council.

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**DESCRIPTION OR EXPLANATION:**

Base Bid      \$236,629.00

**TOTAL RECOMMENDED AWARD:    \$236,629.00**

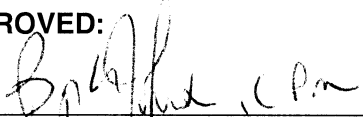
**TIME FOR COMPLETION:**    60 Consecutive Calendar Days

**LIQUIDATED DAMAGES:**    \$370.00/Consecutive Calendar Day

**COUNCIL or MASS TRANSIT BOARD:**    Approved ☐    Rejected ☐

Municipal Clerk \_\_\_\_\_ Date \_\_\_\_\_

**APPROVED:**

  
\_\_\_\_\_  
Byron E. Johnson, C.P.M.  
Director of Purchasing

# CITY OF EL PASO BID TABULATION

BID ITEM: CITY HALL 9TH FLOOR RENOVATION

BID DATE: FEBRUARY 2, 2005

BID # 2005-074

DEPART: MAYOR'S

|   |   |                                     |  |       |       |
|---|---|-------------------------------------|--|-------|-------|
|   | F. T. JAMES<br>CONSTRUCTION<br>INC.<br>EL PASO, TEXAS | JAN-CAR<br>INC.<br>HORIZON CITY, TX | MATYEAR<br>CONSTRUCTION<br>CO., INC.<br>EL PASO, TEXAS |       |       |
| DESCRIPTION   | TOTAL   | TOTAL                               | TOTAL  | TOTAL | TOTAL |
| TOTAL BASE BID I<br>9TH FLOOR RENOVATION<br>(30 Day Completion Time)  | \$376,543.00  | \$254,629.00                        | \$336,000.00   |       |       |
| TOTAL BASE BID II<br>9TH FLOOR RENOVATION<br>(60 Day Completion Time) | \$294,111.00  | \$236,629.00                        | \$408,000.00   |       |       |
| TOTAL BASE BID III<br>6TH FLOOR RENOVATION                            | \$155,555.00  | \$139,389.00                        | \$117,000.00   |       |       |
| TOTAL<br>ALTERNATE I<br>CARPET AT 9TH FLOOR                           | \$39,333.00   | \$37,500.00                         | \$42,000.00  |       |       |
| AMENDMENTS  | YES   | YES                                 | YES  |       |       |
| BID BONDS   | YES   | YES                                 | YES  |       |       |

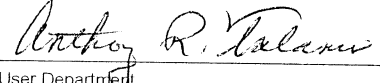
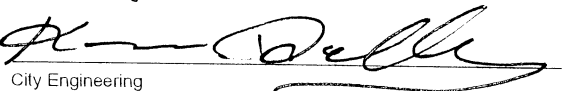
Approved by: Barbara Crumley



**BEST VALUE PROCUREMENT EVALUATION SHEET**  
**City Hall 9th & 6th Floor Renovation, PROPOSAL NO.2005-074**  
(30 Days)

| CRITERIA   | Jan-Car, Inc. | F. T. James Construction, Inc. | Matyear Construction Co., Inc. | OFFEROR NAME |
|--|---------------|--------------------------------|--------------------------------|--------------|
| <b>Part A: Offeror's Price</b><br><b>Maximum 65 Points</b>                           |               |                                |                                |              |
| <i>Low Offer / Offer * 65</i>  | 65.00         | 43.90                          | 49.20                          |              |
| <b>Part B: Offeror's Past Relationship with Owner</b><br><b>Maximum 10 points</b>    |               |                                |                                |              |
| <i>Contract Compliance w/City Contracts (0 -8 pts)</i>                               | 8.00          | 8.00                           | 8.00                           |              |
| <i>Completion of City Contracts Prior to Completion Date (0 - 2 pts)</i>             | 2.00          | 2.00                           | 2.00                           |              |
| <i>Negative Performance on City Contracts (0 to -10 pts)</i>                         | 0.00          | 0.00                           | 0.00                           |              |
| <b>Part C: Offeror's Experience &amp; Qualifications</b><br><b>Maximum 10 Points</b> |               |                                |                                |              |
| <i>Completed Projects Similar Size/Scope/Value (0 - 8 pts)</i>                       | 8.00          | 8.00                           | 8.00                           |              |
| <i>Offeror Has Been in Business More Than 5 yrs (0 - 2 pts)</i>                      | 2.00          | 2.00                           | 2.00                           |              |
| <i>Negative Performance on Contract(s) (0 to -10)</i>                                | 0.00          | 0.00                           | 0.00                           |              |
| <b>Part D: Health Benefits</b><br><b>Maximum 5 Points</b>                            |               |                                |                                |              |
| <i>Offeror Provides &amp; Pays 60% or More of Cost (0 or 5 pts)</i>                  | 5.00          | 5.00                           | 5.00                           |              |
| <b>Part E: Local Project Manager</b><br><b>Maximum 5 Points</b>                      |               |                                |                                |              |
| <i>Prime Contractor has a Local Project Mgr (0 or 5 pts)</i>                         | 5.00          | 5.00                           | 5.00                           |              |
| <b>Part F: Local Subcontractor Work</b><br><b>Maximum 5 Points</b>                   |               |                                |                                |              |
| <i>Local Subs to perform 75% of subcontracted work (0 or 5 pts)</i>                  | 5.00          | 5.00                           | 5.00                           |              |
| <b>TOTAL POINTS EARNED</b>   | <b>100.00</b> | <b>78.90</b>                   | <b>84.20</b>                   |              |

The following Best Value Committee Members certify these scores on this the 3rd day of February, 2005.

  
User Department  
  
City Engineering

  
~~James R. Jones~~  
Program Management

## BEST VALUE OFFEROR CERTIFICATION

### CITY HALL 9<sup>TH</sup> FLOOR RENOVATION SOLICITATION NO. 2005-074

The evaluation of offers for the Best Value Procurement for this Proposal has been completed.

The Offeror, Jan-Car, Inc., has received the  
(Contractor's Name)

highest score, 100, and is, therefore, certified as offering the City of El Paso the Best Value for this project.

The amount of the award will be \$236,629.00.

This amount includes the following proposal components and alternates with their corresponding amounts:

| PROPOSAL COMPONENT | \$ AMOUNT    |
|--------------------|--------------|
| BASE BID II        | \$236,629.00 |
|                    |              |
|                    |              |

I, Ann Dalko, of Engineering,  
(Name) (Department or Firm)

concur with this Certification on this the 3rd day of February 2005.

I, Ann Ray, of Engineering,  
(Name) (Department or Firm)

concur with this Certification on this the 3rd day of February 2005.

I, Anthony R. Tolano, of Building & Planning Services,  
(Name) (Department or Firm)

concur with this Certification on this the 3rd day of February 2005.

I, \_\_\_\_\_, of \_\_\_\_\_,  
(Name) (Department or Firm)

concur with this Certification on this the \_\_\_\_\_ day of \_\_\_\_\_ 2005.

## PROPOSAL

TO THE HONORABLE MAYOR AND CITY COUNCIL  
CITY OF EL PASO  
EL PASO, TEXAS

GENTLEMEN:

The undersigned, having familiarized themselves with the local conditions affecting the cost of work and with the Contract documents consisting of Invitation for Competitive Sealed Proposals, Information for Offerors, General Conditions, the Contractor's Proposal, Special Conditions, Applicable Wage Rates, the Contract Form, Plans, Specifications, Drawings, and Addenda on file in the office of the Purchasing Department of the City of El Paso, hereby proposes to perform everything required to be performed and to provide, furnish and install all the labor, materials, necessary tools, expendable equipment, and all utility and transportation services, and to complete in a workmanlike manner all the work required for the

### CITY HALL - 9<sup>TH</sup> AND 6<sup>TH</sup> FLOOR RENOVATION SOLICITATION NO. 2005-074

within the specified limits and in accordance with the Plans and Specifications as prepared for the City of El Paso, including Addenda Number(s) 1, 2, 3, 4, 5, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, AT THE FOLLOWING LUMP SUMS

#### **BASE BID I: 9<sup>th</sup> Floor Renovation**

Contractor shall perform services within a thirty (30) day construction period. Contractor shall have access to the facility, twenty-four (24) hours a day, seven (7) days a week.

The undersigned agrees to perform all of the work required for the total amount of:

**TOTAL BASE BID I:**

\$ 254,629.00

#### **BASE BID II: 9<sup>th</sup> Floor Renovation**

Contractor shall perform services within a sixty (60) day construction period. Contractor shall have access to the facility, twenty-four (24) hours a day, seven (7) days a week.

The undersigned agrees to perform all of the work required for the total amount of:

**TOTAL BASE BID II:**

\$ 236,629.00

COMPANY NAME: JAN-CAR, INC.

OFFEROR'S SIGNATURE: \_\_\_\_\_

OFFEROR'S NAME: \_\_\_\_\_

Janet Davis

Offeror's Name must be typed or printed

**BASE BID III – 6<sup>TH</sup> FLOOR RENOVATION**

Contractor shall perform services within a thirty (30) day construction period. Contractor shall have access to the facility, twenty-four (24) hours a day, seven (7) days a week.

The undersigned agrees to perform all of the work required for the total amount of:

**TOTAL BASE BID III:**

\$ 139,389.00

The City of El Paso reserves the right to award either Base Bid I or Base Bid II alone, or in conjunction with base Bid III, and award every Base Bid to different contractors, whichever serves the best interest of the City.

**ALTERNATE I – CARPET AT 9<sup>TH</sup> FLOOR**

The undersigned agrees to perform all of the work to provide and install carpet as specified and indicated in the drawings for the total amount of:

**TOTAL ALTERNATE I:**

\$ 37,500.00

31

COMPANY NAME:

JAN-CAR, INC.

OFFEROR'S SIGNATURE:

Janet Davis

OFFEROR'S NAME:

Offeror's Name must be typed or printed

## CONTRACT TIME AND LIQUIDATED DAMAGES

The undersigned Offeror agrees to commence work on a date to be specified in a written Notice to Proceed and to substantially complete the work on which he/she has bid within **Thirty (30) days for Base Bid I, Sixty (60) days for Base Bid II, and Thirty (30) days for Base Bid III.** The notice to proceed start date for both Base Bids awarded will begin concurrently.

Bidder agrees to pay as liquidated damages the sum of **THREE HUNDRED SEVENTY DOLLARS (\$370.00)** for each consecutive calendar day thereafter as provided in paragraph 6.8 of the General Conditions of the Contract.

## PROPOSAL

Enclosed with this proposal is a certified check or bid bond for five percent (5%) of the TOTAL offer including base bid(s) and alternate(s) which is agreed shall be collected and retained by the owner(s) as liquidated damages in the event this proposal is accepted by the Owner within forty-five (45) consecutive calendar days after the date advised for the reception of offers and the undersigned fails to execute the contract and the required performance and payment bonds with the Owner within fourteen (14) consecutive calendar days after the date said proposal is accepted; otherwise, the said bid security shall be returned to the undersigned upon demand.

THE UNDERSIGNED OFFEROR REPRESENTS TO THE CITY AND TO THE OTHER OFFERORS THAT HIS/HER PROPOSAL, AND THE ESTIMATES ON WHICH IT IS BASED, HAS BEEN CAREFULLY CHECKED, CONTAINS NO ERRORS, AND NOTHING HAS BEEN OMITTED OR OVERLOOKED IN DETERMINING THE AMOUNTS OFFERED.

OFFEROR'S NAME: JAN-CAR, INC.

BY: Janet Davis

Signature

February 2, 2005

Date

Janet Davis President

Print Signer's name & title

Telephone

Fax

Address

City, State, Zip Code

Physical Address of Business – if different from above

City, State, Zip Code

IF THE OFFEROR BE A CORPORATION, THE FOLLOWING CERTIFICATE SHOULD BE EXECUTED:

I, Benny Davis, certify that I am the Secretary of the corporation named as Bidder hereinabove; that Janet Davis, who signed the foregoing contract on behalf of the Bidder, was then President of said corporation; that said proposal was duly signed for and in behalf of said corporation by authority of its governing body, and is within the scope of its corporate powers.

Benny Davis  
CORPORATE SECRETARY SIGNATURE AND CORPORATE SEAL

JOE WARDY  
MAYOR

JOYCE WILSON  
CITY MANAGER

PATRICIA D. ADAUTO  
DEPUTY CITY MANAGER



February 25, 2005

**BUILDING & PLANNING  
SERVICES DEPARTMENT**

**CITY COUNCIL**

SUSAN AUSTIN  
DISTRICT NO. 1

ROBERT A. CUSHING, JR.  
DISTRICT NO. 2

JOSE ALEXANDRO LOZANO  
DISTRICT NO. 3

JOHN F. COOK  
DISTRICT NO. 4

PRESI ORTEGA JR.  
DISTRICT NO. 5

PAUL J. ESCOBAR  
DISTRICT NO. 6

VIVIAN ROJAS  
DISTRICT NO. 7

ANTHONY W. COBOS  
DISTRICT NO. 8

**TO:** The Honorable Mayor & City Council  
Adrian Ocegueda, Executive Asst. to the Mayor  
Philip P. LoPiccolo, Executive Asst. to the Mayor  
Lisa Elizondo, City Attorney

**COPY TO:** Joyce A. Wilson, City Manager  
William Studer, Deputy City Manager for Financial & Administrative Services  
David R. Almonte, OMB Director  
Carmen Arrieta, City Comptroller  
Byron Johnson, Purchasing Director  
Rick E. Conner, City Engineer

**FROM:** Patricia D. Adauto, Deputy City Manager for Building & Planning Services

**SUBJECT:** 9<sup>th</sup> Floor Renovations

*Adauto*

Attached for your review and information is additional documentation related to the proposed 9<sup>th</sup> floor renovations that will be considered at the March 8, 2005 City Council meeting. This documentation is provided you at the request of the City Manager in response to the issues raised on the pending budget transfer request. Included are:

- A 9<sup>th</sup> Floor Renovations Summary, which provides a breakdown of the space and cost between the offices of the City Manager and the City Attorney and a description of the work to be done in each area;
- Schematics of the existing and proposed floor plans of the 9<sup>th</sup> floor;
- A listing of City Facility Renovations completed during the period 2000-2005 and utilizing Certificates of Obligation; and
- A listing of the available balances in the Certificate of Obligation fund issuances (with a description of the specific project authorization) for City Facility Renovations, and a description of the proposed uses for these remaining balances.

Additionally, Building & Planning Services is compiling a comprehensive listing of active Certificate of Obligation Issuances, their applicable offering statements, and the project authorizations for each issuance as requested by City Council. This information will be submitted under separate memorandum of the City Manager early next week. Should you have any questions regarding the attached documentation or need additional information, please let me know.

# 9th FLOOR RENOVATIONS SUMMARY

| Construction Scope  | Amount              |
|---|---------------------|
| City Manager's Space (7276 sq. ft.)   |                     |
| Work includes demolition of existing walls, doors and frames, installation of sealants, doors and frames, hardware, glazing, partitions, finishes, vinyl composition tile, paint, ceilings, window blinds, conduit for data and voice systems, HVAC, plumbing, electrical power and lighting. Work will consist of relocation of the offices of the City Manager and the three (3) Deputy City Managers and their staffs. Also includes the relocation of staff for the offices of the Internal Auditor, the PIO and the Neighborhood Liaison. These offices will accommodate 15-17 staff members. The renovated space will also include a conference room and lounge area to be shared on the floor. |                     |
| Cost: 7276 sq. ft. X \$20.69 per sq. ft.  | \$150,540.00        |
| City Attorney's Space (1406 sq. ft.)  |                     |
| Work includes demolition of existing walls, doors and frames, installation of sealants, doors and frames, hardware, glazing, partitions, finishes, vinyl composition tile, paint, ceilings, conduit for data and voice systems, HVAC, plumbing, electrical power and lighting. Additionally, the current file area will be renovated for the complete installation of an automated file system to include floor leveling adjustments.   |                     |
| Cost: [1406 sq. ft. X \$20.69 per sq. ft.] + (\$57,000 for filing system)   | \$86,089.00         |
| <b>SUBTOTAL (CONSTRUCTION BID AWARD)</b>  | <b>\$236,629.00</b> |
| Carpet Installation: \$29,113.78 (existing City contract)   | \$29,113.78         |
| <b>TOTAL</b>  | <b>\$265,742.78</b> |


*includes:*

- lounge area
- lobby
- hall areas

*file system (\*36,290)  
installation  
floor leveling*

| Funding Sources                  | Amount              |
|----------------------------------|---------------------|
| 1993 Certificates of Obligation  | \$49,421.98         |
| 1997A Certificates of Obligation | \$40,529.33         |
| 2000 Certificates of Obligation  | \$15,929.94         |
| 2000 Certificates of Obligation  | \$94,747.75         |
| 2003 Certificates of Obligation  | \$29,113.78         |
| 2004 General Obligation Bonds    | \$36,000.00         |
| <b>TOTAL</b>                     | <b>\$265,742.78</b> |



|   |  |                        |  |             |  |             |  |            |  |
|---|--|------------------------|--|-------------|--|-------------|--|------------|--|
|  | <p>CITY OF EL PASO<br/>ENGINEERING</p> | PROJECT NAME           |  | DATE        |  | DESIGN BY   |  | REFERENCES |  |
|   |  | CITY HALL<br>9TH FLOOR |  | JUL 1967    |  | G. J. JONES |  |            |  |
| <p>3 FLOOR<br/>PLAN</p>   | <p>SHEET</p>                           | SHEET TITLE            |  | DRAWN BY    |  | CHECKED BY  |  | DATE       |  |
|   |  |                        |  | G. J. JONES |  | E. J. JONES |  | JUL 1967   |  |

[illegible]

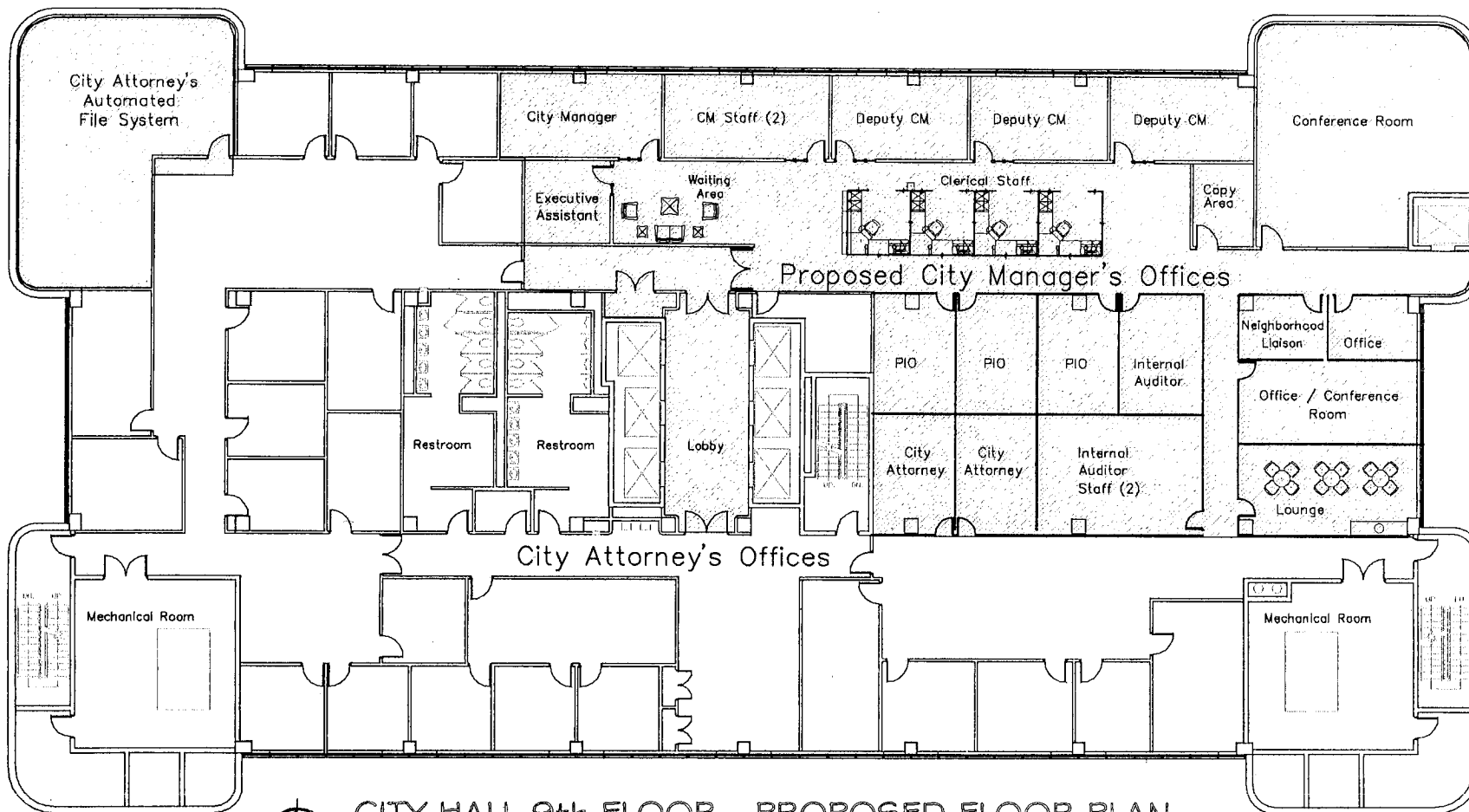
DESIGN BY G. SANCZ  
DRAWN BY G. SANCZ  
APPD. BY L. ROMEZ

|                  |                  |
|------------------|------------------|
| DATE: 01.01.2011 | CALC: 01.01.2011 |
|------------------|------------------|

CITY HALL  
9TH FLOOR

SHEET





# CITY HALL 9th FLOOR - PROPOSED FLOOR PLAN NEW CITY MANAGER'S OFFICES

|  |  |  |
|--|--|--|
| PROJECT NAME<br><b>CITY HALL<br/>9TH FLOOR</b> |  | SCALE<br>ARCHITECT'S SEAL<br>REFERENCE --- BENCHMARKS        |
| CITY OF EL PASO<br>ENGINEERING                 |  | SHEET TITLE<br><b>NEW FLOOR<br/>PLAN</b>                     |
| SHEET<br><b>A-1</b>                            |  | DATE<br>DESIGNED BY<br>CHECKED BY<br>DRAWN BY<br>APPROVED BY |

CITY FACILITY RENOVATIONS  
 CERTIFICATES OF OBLIGATION  
 Expenditures FY 2000 - 2005 \*

*Total Expenditures  
 1993-2005*

| Project Amount   | Project Description  |                           |
|------------------|--|---------------------------|
| <b>1993A COs</b> |  |                           |
| 1,050            | Environmental on 2nd & 3rd floors                              |                           |
| 416,381          | 2nd & 3rd floor furnishings; network connections; construction |                           |
| 528,291          | City Hall mechanical   |                           |
| 19,000           | City Hall restrooms  |                           |
| 7,501            | 10th floor retrofit  |                           |
| 7,317            | Council Chambers modification                                  |                           |
| 25,241           | 6th floor environmental & furnishings                          |                           |
| 14,637           | Network cabling  |                           |
| 55,218           | Council Chambers technology upgrade                            |                           |
| 2,910            | City Hall Restroom ADA Remodel, Inspections                    |                           |
| 210,065          | City Hall Restroom ADA Remodel, Electrical                     | <b>Subtotal 1,287,611</b> |

|                 |  |                             |
|-----------------|--|-----------------------------|
| <b>1993 COs</b> |  |                             |
| 1,061,950       | 10th floor expansion (2 offices & conference room); relocation of OMB from 10th to 7th floor; relocation of Purchasing from 4th to 7th floor | <b>Subtotal 1,061,950</b> * |

|                  |   |                         |
|------------------|---|-------------------------|
| <b>1994A COs</b> |   |                         |
| 25,177           | Expand 2 Municipal Court offices; rockwall at Fire Station 15; walking trail at Archeology Museum |                         |
| 7,110            | Fire protection & sprinklers  |                         |
| 5,808            | Water damage repair   |                         |
| 22,330           | Electrical & sewer line replacement   |                         |
| 7,493            | City Hall Basement Door Design  |                         |
| 76,300           | City Hall Basement Doors  | <b>Subtotal 144,218</b> |

|                  |   |                        |
|------------------|---|------------------------|
| <b>1995A COs</b> |   |                        |
| 83,730           | Westside Health Clinic renovations & HVAC; Tillman life safety system | <b>Subtotal 88,730</b> |

|                 |   |                           |
|-----------------|---|---------------------------|
| <b>1996 COs</b> |   |                           |
| 250,000         | City Hall Management Information System (cabling) | <b>Subtotal 250,000</b> * |

|                  |  |                         |
|------------------|--|-------------------------|
| <b>1997A COs</b> |  |                         |
| 26,253           | City Hall refurbishment                    |                         |
| 143,592          | City Hall fire protection & communications | <b>Subtotal 169,845</b> |

|                 |   |                           |
|-----------------|---|---------------------------|
| <b>1997 COs</b> |   |                           |
| 652,226         | Relocate Economic Development to 1st floor; 1st floor bathrooms; renovation of 5th & 6th floors | <b>Subtotal 652,226</b> * |

|                 |   |                          |
|-----------------|---|--------------------------|
| <b>1998 COs</b> |   |                          |
| 80,000          | 7th Floor modular furniture (capital acquisition) | <b>Subtotal 80,000</b> * |

**CITY FACILITY RENOVATIONS  
CERTIFICATES OF OBLIGATION  
Expenditures FY 2000 - 2005**

| <b>1999 COs</b> |  |                        |
|-----------------|--|------------------------|
| 62,604          | 7th floor modular furniture (capital acquisition); 3rd floor carpeting (capital acquisition) | <b>Subtotal 62,604</b> |

| <b>2000 COs</b> |  |                           |
|-----------------|--|---------------------------|
| 1,540,046       | 2nd floor renovation (Planning); 3rd floor renovation & modular furniture; 10th floor grants carpeting; elevator repairs; lighting |                           |
| 16,845          | Reflectors & ballasts  |                           |
| 933,307         | Elevator replacement & construction  |                           |
| 445,502         | 2nd floor renovation (City Clerk) & modular furniture; IT cabling  |                           |
| 251,456         | City Hall mechanical retrofit & asbestos abatement   | <b>Subtotal 3,187,156</b> |

| <b>2003 COs</b> |   |                           |
|-----------------|---|---------------------------|
| 1,495,465       | City Hall mechanical retrofit & lighting                  |                           |
| 218,530         | Council Chamber renovation; video, audio & data equipment |                           |
| 86,635          | Council Chamber renovation; network cabling               |                           |
| 22,412          | Council Chamber renovation; voting software               |                           |
| 8,691           | Council Chamber renovation; construction                  |                           |
| 125,517         | City Hall security upgrade (cameras)                      |                           |
| 46,048          | 9th floor remodel & furnishings                           |                           |
| 65,072          | 8th floor renovation (construction)                       |                           |
| 50,238          | 8th floor carpet installation                             | <b>Subtotal 2,118,608</b> |

|                        |
|------------------------|
| <b>TOTAL 9,102,948</b> |
|------------------------|

# CITY FACILITY RENOVATIONS, CERTIFICATES OF OBLIGATION

12/31/04 Available Balances

| CO Issuance   | Sub-Fund | Project  | Available Balance | Current Status   |
|---|----------|--|-------------------|--|
| <b>FY93 COs</b>   |          |  |                   |  |
| FY93 COs totaling \$1,100,000 were issued to renovate the 2nd, 7th & 10 floors in anticipation of adding 2 Council members as a result of the 1990 Census. 10th floor was remodeled to accommodate 2 new offices and relocate OMB and Purchasing to 7th floor which was previously unfinished. Improvements were also completed on 2nd floor, which at the time housed the Comptroller's office. Balances have been reprogrammed to other City Hall projects such as mechanical and lighting systems and restroom renovations for ADA compliance. |          |  |                   |  |
| FY93 C.O.s  | 454      | <b>C. H. MECH. &amp; LIGHTING SYSTEM --</b> project to retrofit the mechanical system at City Hall for compliance with EPA approved refrigerants and to increase efficiency of system. Lighting retrofit also to improve lighting output while increasing the fixtures' fuel efficiency. Project complete. | 3,698.50          | Project completed. Available balance to be closed out and reprogrammed for City Hall Improvements. |
| FY93 C.O.s  | 454      | <b>C. H. RESTROOM REMOD-ADA --</b> project to remodel all restrooms @ City Hall with ADA compliant fixtures. Project complete.   | 159,230.07        | Project completed. Available balance to be closed out and reprogrammed for City Hall Improvements. |
| <b>Sub-Total</b>  |          |  | <b>162,928.57</b> |  |

|   |     |  |                   |   |
|---|-----|--|-------------------|---|
| <b>FY96 COs (1995A)</b>   |     |  |                   |   |
| FY96 COs (1995A) totaling \$250,000 were originally issued to install computer wiring throughout City Hall and create the backbone to the City's network system. Available balances were reprogrammed to other City Hall projects including mechanical and lighting systems. Another \$300,000 were issued to upgrade fire alarms at both City Hall and Main Library. Initial design work indicated funds were insufficient to address both facilities. Library has been handled through renovation and remaining funds are still insufficient for fire alarm at City Hall. |     |  |                   |   |
| 1995A C.O.s   | 457 | <b>C. H. MECH. &amp; LIGHTING SYSTEM --</b> project to retrofit the mechanical system at City Hall for compliance with EPA approved refrigerants and to increase efficiency of system. Lighting retrofit also to improve lighting output while increasing the fixtures' fuel efficiency. Project complete. | 7,231.07          | Project completed. Available balance to be closed out and reprogrammed for City Hall Improvements.  |
| 1995A C.O.s   | 457 | <b>FIRE ALARM LIB CHALL --</b> project to upgrade fire alarms both at City Hall and Main Library.  | 258,560.40        | Initial design work indicated funds were insufficient to address both facilities. Library has been handled through renovation and remaining funds are still insufficient for fire alarm at City Hall. Researching what can be completed with funds on hand. |
| <b>Sub-Total</b>  |     |  | <b>265,791.47</b> |   |

|   |     |   |                 |  |
|---|-----|---|-----------------|--|
| <b>FY97 COs</b>   |     |   |                 |  |
| FY97 COs totaling \$975,000 for City Hall refurbishment were originally issued for City Hall exterior and interior remodeling to implement KPMG study and upgrade to elevators. No significant exterior work was accomplished. Interior renovations included relocation of Economic Development offices from Civic Center complex to 1st floor and work on 5th floor to implement changes for Building Permits & Inspections and move to a "one-stop shop" for the development and construction industry. Given the interior renovations, funds were not available for elevator upgrades and that project was funded with a subsequent issue of certificates of obligation. |     |   |                 |  |
| 1997A C.O.s   | 460 | <b>CITY HALL REFURBISHMENT --</b> improvements to various floors including first floor (Economic Development) and 5th floor (Building Permits & Inspections). Project complete. | 2,118.37        | Project completed. Available balance to be closed out and reprogrammed for City Hall Improvements. |
| <b>Sub-Total</b>  |     |   | <b>2,118.37</b> |  |

# CITY FACILITY RENOVATIONS, CERTIFICATES OF OBLIGATION

12/31/04 Available Balances

| CO Issuance   | Sub-Fund | Project   | Available Balance | Current Status   |
|---|----------|---|-------------------|--|
| <b>FY00 COs</b>   |          |   |                   |  |
| FY00 CO.s totaling \$2,150,000 for City Hall Improvements were originally issued to fund elevator replacement/upgrade, reflector & ballast replacements, exterior improvements including window gasket replacement, and to retrofit the mechanical system. Elevator replacement and mechanical and lighting improvements have been carried out and also tapped into older CO issues since bids received were higher than anticipated. Exterior improvements, however, have not begun since the remaining balances are insufficient for the scope of work anticipated. |          |   |                   |  |
| FY00 C.O.s  | 464      | <b>REFLECTOR &amp; BALLAST</b> -- Project used for lighting retrofit and bid as part of mechanical & lighting project. Project complete.                                      | 106,161.35        | Project completed. Available balance to be closed out and reprogrammed for City Hall Improvements.                 |
| FY00 C.O.s  | 464      | <b>ELEVATOR REPLACEM</b> -- Project used to upgrade elevators. Project complete.  | 54,731.08         | Project completed. Available balance to be closed out and reprogrammed for City Hall Improvements.                 |
| FY00 C.O.s  | 464      | <b>WINDOW GASKETS/EXT</b> -- Project programmed replacement of exterior window gaskets. Project not begun due to insufficient funds.  | 410,227.30        | Project not begun due to insufficient funds. Project to be closed out and reprogrammed for City Hall improvements. |
| FY00 C.O.s  | 464      | <b>MECHANICAL RETROFIT</b> -- project to upgrade mechanical system at City Hall in compliance with EPA refrigerant requirements and to increase efficiency. Project complete. | 296,279.12        | Project completed. Available balance to be closed out and reprogrammed for City Hall Improvements.                 |
| <b>Sub-Total</b>  |          |   | <b>867,398.85</b> |  |

|   |     |  |                   |  |
|---|-----|--|-------------------|--|
| <b>FY03 COs</b>   |     |  |                   |  |
| FY03 COs totaling \$3,040,000 were originally issued to fund security upgrades @ City Hall in response to homeland security concerns (\$715,000), mechanical retrofit (\$1,500,000), design and remodeling of the 6th, 8th and 9th floors of City Hall (\$325,000) and technology upgrades to Council Chambers (\$500,000). Security upgrades were placed on hold per mayoral directive. The 8th floor was remodeled to relocate Community Development. |     |  |                   |  |
| FY03 C.O.s  | 468 | <b>CH MECH&amp;LIGHTING SYS</b> -- Major funding for mechanical and lighting systems retrofit. Project complete.                 | 761.93            | Project completed. Available balance to be closed out and reprogrammed for City Hall Improvements. |
| FY03 C.O.s  | 468 | <b>COUNCIL CHAM RENOV</b> -- renovations to council chambers to include technology upgrades for presentations. Project complete. | 160,448.67        | Project completed. Available balance to be closed out and reprogrammed for City Hall improvements. |
| FY03 C.O.s  | 468 | <b>SEC UPG CITY HALL</b> -- some improvements were undertaken. Project placed on hold per Mayoral directive.                     | 574,504.28        | Project to be closed out and reprogrammed for City Hall improvements.                              |
| FY03 C.O.s  | 468 | <b>REM 8TH FL</b> -- remodeling of 8th floor to accommodate Community Development Department. Project complete.                  | 7,682.29          | Project completed. Available balance to be closed out and reprogrammed for City Hall Improvements. |
| <b>Sub-Total</b>  |     |  | <b>743,397.17</b> |  |

|                         |                     |
|-------------------------|---------------------|
| <b>TOTAL CO BALANCE</b> | <b>2,041,634.43</b> |
|-------------------------|---------------------|

|                      |   |                  |  |
|----------------------|---|------------------|--|
| <b>PROPOSED USES</b> | <b>City Hall Interior Renovations</b>               | 860,000          | <b>1st floor renovations</b> -- Reconfigure entrance and provide reception/information area.                                   |
|                      |   |                  | <b>4th floor renovations</b> -- General rehabilitation of floor to include painting and new carpet.                            |
|                      |   |                  | <b>7th floor</b> -- General rehabilitation of floor to include painting, new carpet, and furnishings for Comptroller's Office. |
|                      |   |                  | <b>9th floor</b> -- Reconfigure space for additional offices and reception area for City Manager & City Attorney work areas.   |
|                      |   |                  | <b>10th floor</b> -- Reconfigure for additional meeting room space and reception area, including reception furnishings.        |
|                      | <b>Fire Alarm</b>                                   | 750,000          | Upgrade system to include ADA compliant elements.  |
|                      | <b>City Hall Exterior Rehabilitation -- Phase I</b> | 430,000          | Exterior renovations including painting and spalling rehabilitation, and design for window gasket replacement.                 |
| <b>Sub-Total</b>     |   | <b>2,040,000</b> |  |

RECEIPT OF ACKNOWLEDGEMENT

| NAME                         | DEPARTMENT                  | SIGNATURE                       |
|------------------------------|-----------------------------|---------------------------------|
| Joe Wardy                    | Mayor                       | <i>[Signature]</i> 2/25/05      |
| Rep. Austin                  | District #1                 | <i>Zelma S.</i> 2/25/05         |
| Rep. Cushing                 | District #2                 | <i>C. Macgibbon</i> 2/25/05     |
| Rep. Lozano                  | District #3                 | <i>Alfredo Ortiz</i> 2/25/05    |
| Rep. Cook                    | District #4                 | <i>S. Huil</i> 2/25/05          |
| Rep. <del>Power</del> ORTEGA | District #5                 | <i>Jerry Villanueva</i> 2-25-05 |
| Rep. Escobar                 | District #6                 | <i>Guillermo Zúñiga</i> 2-25-05 |
| Rep. Rojas                   | District #7                 | <i>Alfonso Bertrán</i> 2/25/05  |
| Rep. Cobos                   | District #8                 | <i>Martha Y. Yuma</i> 2-25-05   |
| Joyce A. Wilson              | City Manager                | <i>Rafael Carmona</i> 2/25/05   |
| Lisa Elizondo                | City Attorney               | <i>Sandra Dunsavage</i> 2-25-05 |
| Philip P. LoPiccolo          | Executive Asst to the Mayor | <i>[Signature]</i> 2/25/05      |
| Adrian Ocegueda              | Executive Asst to the Mayor | <i>[Signature]</i> 2/25/05      |
| Carmen Arrieta               | City Comptroller            | <i>J. Bertolli</i> 2/25/05      |
| Rick E. Conner               | City Engineer               | <i>Martha Y. Yuma</i> 2/25/05   |
| David R. Almonte             | OMB Director                | <i>J. Bertolli</i> 2/25/05      |
| Byron E. Johnson             | Purchasing Director         | <i>Norma Alvarado</i>           |
| William Studer               | CM for Financial & Adm Svcs | <i>J. Bertolli</i> 2/25/05      |